

Agreement for Supervision

Between _____ and _____

From ____/____/____ to ____/____/____

1. Goals of Supervision

A detailed list of the knowledge and skills that the supervisee and supervisor would like the supervisee to develop in the supervision sessions. This will require regular review and re-negotiation as the needs and skills of the supervisee change over time.

a) Supervisor

b) Supervisee

2. Expected Outcomes

a) Supervisor

b) Supervisee

3. Mutual Obligations

a) Obligations of supervisor

b) Obligations of supervisee

4. The Structure of Supervision

a) Frequency

b) Duration

c) Location

d) What resources do we require for effective supervision?

(e.g. time, space, absence of interruptions)

e) What preparation will be required prior to each session?

f) How will agendas for each session be set?

g) Availability between sessions:

h) Is supervisee currently receiving other supervision/mentoring?

i) If yes, how will different forms of supervision be integrated?

5. Evaluating supervision

a) What is the preferred process for evaluating supervision?

b) When will the supervision agreement be reviewed?

6. Problems in Supervision Relationship

a) How will difficulties in supervision be dealt with?

b) What if the supervision relationship completely breaks down?

1. Ethical Issues and Limits of Confidentiality

a) What do your professional code and organisational policies outline as ethical conduct in and for supervision?

b) In general, which issues raised in supervision will be kept confidential to this relationship?

- c) under what circumstances will confidentiality within the supervision relationship be waived (subject to code of ethics, Duty of Care and other legal reports)

- d) What will be the process if confidentiality needs to be waived?

2. Supervision Records

- a) What form will supervision records take? (agendas, notes)

- b) How will these supervision records be used?

- c) Who will have access to them and in what circumstances?

- d) Where will the records be stored?

e) Duration of storage?

f) What records will be used/provided for supervision process evaluation purposes? (e.g. that supervision has occurred)

3. Content of Supervision

To be negotiated in confidence between supervisee and supervisor and should include a list of the knowledge and skills that the supervisee would like to develop in supervision sessions and should be regularly reviewed and renegotiated between supervisor and supervisee.

Participant Agreement

Supervisee name:_____ Supervisor name:_____

Signature:_____ Signature:_____

Date:_____ Date:_____